

**Addendum #1 – RFP 15-107**



**CITY OF SOMERVILLE, MASSACHUSETTS  
Department of Purchasing  
JOSEPH A. CURTATONE  
MAYOR**

To: All Parties on Record with the City of Somerville as Holding RFP 15-107,  
School Nurse Data Software

From: Michael Richards, Procurement Analyst

Date: 6/29/2015

Re: Answer questions and extend deadline for submission

**Addendum No. 1 to RFP 15-107**

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**Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.**

**Amend Deadline to Submit**

Due to the time needed to answer questions received during the Q/A period, the deadline to submit proposals has been extended. The new deadline to submit proposals is **11:00am ET on Monday July 6<sup>th</sup>, 2015**. All other submission instructions are to remain the same. Questions and answers follow this page.

**NAME OF COMPANY / INDIVIDUAL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**TELEPHONE/FAX/EMAIL:** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED INDIVIDUAL:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA:**

**Addendum #1** \_\_\_\_\_ **#2** \_\_\_\_\_ **#3** \_\_\_\_\_ **#4** \_\_\_\_\_

## Addendum #1 – RFP 15-107

### Questions and Answers

1. In 6.3.4 Price Submission, you refer to a "bid price form" and in Section 5.0, Forms/Proposers' Checklist; you refer to a "Price Summary Page" under Price Proposal. Are these both **(one and the same form)** Section 4.0, the "Pricing" page?  
**Yes, the bid price form and Price Summary Page are the same document.**
2. In 2.2 Scope of Work, Requirements of Vendor – Third paragraph, last sentence: "Each vendor shall complete the functional requirements table included in this document." An actual "table" is not included. Does Somerville mean "Specifications/Requirements" under section 2.3?  
**The "requirements table" referenced in 2.2 Scope of Work refers to the vendor quality requirements in section 2.4 Quality Requirements.**
3. How many providers are within your schools' sites?  
**We will need to have 22 concurrent licenses.**

We will be using the EMR as per the definition of "provider" below:

Licenses are tied to the number of providers, not number of CPU's or users. "Providers" mean those Physicians, Nurse Practitioners, Physician Assistants, Audiologists, Optometrists, Therapists, Occupational Therapists, Physical Therapists, Music Therapist, Speech Therapists, Massage Therapists, Chiropractors, Anesthesiologists, Psychologists, Dentists, Hygienists, Licensed Social Workers, Midwife, Nutritionists, Dietitians, Counselors, Mental Health Practitioners, Neurophysiologists, Nurses that provide patient care, and Podiatrists employed by or under contract with Customer to provide services within the medical field.

- How many are FTE and PTE: **There are currently 15RN's but there are two more to be hired over the summer so there will be 17RN's on September.**  
**All of our nurses are FTE we do not have PTE only per diem staffers. One nurse and asst. enter data at Parent information Center**

Fulltime Equivalent Providers (FTE): Provider works at least three (3) days per week.

PTE: Provider works two (2) days a week or less and is billable at half (0.5) FTE.

- Are there any Mental Health providers, therapists, etc.?  
**Not currently.**

4. Are you interested in migrating data to a single database or multiple databases?  
**We are interested in migrating data to a single database.**
5. At how many locations will the system be deployed?  
**There will be 10 locations with several in some buildings.**
6. What are your interoperability requirements, i.e., labs, hospital, information systems, etc.?  
**None applicable.**
7. Hosting choice (local vs. Vendor hosted)?  
**Vendor hosted, cloud based**

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8. Interface Format; bi-directional, standard HL7, or custom?  
Fully integrated, bi-directional.
9. Will you require or be interested in a Population Health solution?  
Not at this time.
10. The number of schools in the district?  
10
11. The type of schools (elementary, middle, high school?)  
(1) high school, (5) K-8<sup>TH</sup> grade, (1) k-6, (1) ECC preschool and kindergarten approx. 500 students, (1) special education building with approx. 100 middle and high school students, (1) Parent information Center data entry admission point
12. Number of students served?  
Approx. 5000
13. Number of Staff providers who would be involved in using the system?  
27 not concurrently, we have per diem staffer who would fill in when there was a need.